

Kentucky Behavioral Health Planning and Advisory Council

Membership Committee Meeting

January 24, 2013 1:00-4:00PM

BHDID, 100 Fair Oaks Lane, 4th Floor, Small Conference Room

Frankfort, Kentucky

Members Present: Steve Liles, Rebecca Garrett, Steve Lyons, Mary Singleton, Betty Jo Moss, Gayla Hayes, Yolonda Clay, Teresa Jacobson, Carmilla Ratliff

Staff Present: Michele Blevins, Christie Penn, Mark Hertweck, Melissa Runyon, Connie Smith

Topic	Discussion	Next Steps
Call Membership Meeting to Order	Mary Singleton called the meeting to order at 1:05 PM and members introduced themselves.	
Discussion on Interview Process, Voting Process, and Confidentiality	Commissioner Stephen Hall requested that the Membership Committee meet with applicants to assist with the selection process. Staff and members discussed a process for meeting with applicants and the importance of confidentiality.	
Introduction of New Applicants	New applicants were introduced to the members of the committee and staff and were briefed on the interview and voting process. The applicants were then escorted to a separate waiting area while the individual interviews occurred.	
New Applicant Interviews	New applicants each met individually with the committee for a brief, informal interview. All applicants were asked the same questions.	
Discussion & Review of Membership Applications	Membership Committee members reviewed and discussed all applications. After the discussion, the committee cast written ballots. (Note: There is an <i>open slot</i> for Parent of a Child with Behavioral Health Challenges because not enough candidates applied to fill the available positions.)	Recommendations will be made to the entire council at the next quarterly meeting. The open slot will be advertised again and additional membership applications considered in the future.

Member Orientation & Other Business	The Committee began planning for the member orientation being held in April. The following members volunteered to be presenters: Mary Singleton, Steve Liles, Gayla Hayes, and Becky Garrett.	Staff will organize conference calls to assist with planning.
Adjournment	Steve Liles made a motion to adjourn; Becky Garret seconded. The committee meeting adjourned at 3:40 PM.	<u>Next Meeting</u> Member Orientation April 17th, 2013 (12-4pm) Small Conference Room